



Erasmus+ Programme

Key Action 1
– Mobility for learners and staff –
Higher Education Student and Staff Mobility

Inter-institutional agreement 2014-2021
between programme countries

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. They commit to respect the quality requirements of the Erasmus Charter for Higher Education in all aspects related to the organisation and management of the mobility, in particular the recognition of the credits awarded to students by the partner institution.

A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
Fachhochschule Münster - University of Applied Sciences	D MUNSTER02	Miriam Sterz International Office, Hüfferstr. 27, 48149 Münster, Germany Tel: +49 251 83-64109, fax: +49 251 83-64104, email: sterz@fh-muenster.de	https://en.fh-muenster.de
Faculty of Civil Engineering		Prof. Dr.-Ing. Gerhard Schaper, Münster, Germany Tel: +49.251 83-65150, email: schaper@fh-muenster.de	http://www.fh-muenster.de/internationaloffice https://en.fh-muenster.de/fb6
Yildiz Teknik Üniversitesi	TR ISTANBU07	Assoc.Prof.Dr. Bayram Ali Ersoy International Office, YTU Beşiktaş Campus, TURKEY Tel: +90 212 383 2069 E-mail: erasmus@yildiz.edu.tr	http://www.eu.yildiz.edu.tr/
Faculty of Civil Engineering		Dr. Aslı Pelin Gürgün Departmental Coordinator YTU Davutpaşa Campus, TURKEY Tel: +90 212 3832069 E-mail: apelin@yildiz.edu.tr	http://www.bologna.yildiz.edu.tr/

B. Mobility numbers per academic year
Student Mobility for Studies

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Subject area name	Study cycle [short cycle, 1 st , 2 nd or 3 rd]	Number of student mobility periods
D MUNSTER02	TR ISTANBU07	0732	Building and civil engineering	1st	2 students (max. 6 months each)
TR ISTANBU07	D MUNSTER02	0732	Building and civil engineering	1st	2 students (max. 6 months each)

The partners commit to amend the table below in case of changes in the mobility data by no later than the end of November in the preceding academic year.

Staff Mobility for Teaching

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Number of staff mobility periods Staff Mobility for Teaching
D MUNSTER02	TR ISTANBU07	2 mobility periods (average duration: 5 days each)
TR ISTANBU07	D MUNSTER02	2 mobility periods (average duration: 5 days each)

C. Recommended language skills

The sending institution, following agreement with the receiving institution, is responsible for providing support to its nominated candidates so that they can have the recommended language skills at the start of the study or teaching period:

Receiving Institution [Erasmus code]	Language of instruction 1	Language of instruc- tion 2	Recommended language of instruction level	
			Student Mobility for Studies	Staff Mobility for Teaching
D MUNSTER02	(mostly) German		Minimum recommended level: B1	Minimum recommended level: B2
TR ISTANBU07	English		Minimum recommended level: B1	Minimum recommended level: B2

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

D. Additional requirements

More details about further requirements regarding the application process, please find at www.fh-muenster.de/internationaloffice.

Münster University of Applied Sciences has the infrastructure to welcome students and staff with disabilities. For organisational purposes, please inform the International Office as soon as possible

E. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
D MUNSTER02	Nomination Deadline: 15 May*	Nomination Deadline 15 October*
	Application Deadline: 15 June	Application Deadline: 15 November
TR ISTANBU07	15 May -15 July	15 October-15 December

*Students should apply for accommodation directly after nomination at: www.studentenwerk-muenster.de.
Acceptance at FH Münster is not necessary at the time of application

2. The receiving institution will send its decision within 6 weeks after the application deadline.
3. A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, in the event of unilateral termination, a notice of at least one academic year should be given. This means that a unilateral decision to discontinue the exchanges notified to the other party by 1 September 20XX will only take effect as of 1 September 20XX+1. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

F. Information

1. Grading systems of the institutions

Grading System of Münster University of Applied Sciences

The grading scheme in Germany usually comprises five levels (with numerical equivalents; intermediate grades may be given):

- „Sehr Gut“ (1) = Very good
- „Gut“ (2) = Good
- „Befriedigend“ (3) = Satisfactory
- „Ausreichend“ (4) = Sufficient
- „Mangelhaft“ (5) = Non-sufficient/fail

Verbal designations of grades may vary in some cases and for doctoral degrees.

In addition, Münster University of Applied Sciences uses the ECTS grading scheme, which operates with the levels A (best 10%), B (next 25%), C (next 30%), D (next 25%) and E (next 10%), only in case of the final grade of the entire degree programme.

Grading System of Yildiz Teknik Üniversitesi

<http://www.bologna.yildiz.edu.tr/index.php?r=institution/grading>

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D MUNSTER02	International Office Tel.: +49.251 83-64110 Email: incomings@fh-muenster.de	www.fh-muenster.de/internationaloffice
TR ISTANBU07	International Office Tel.: +90.212 383 20 69 Email: incoming@yildiz.edu.tr	http://www.konsolosluk.gov.tr/tr/en/start.aspx

3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D MUNSTER0 2	International Office Tel.: +49.251 83-64110 Email: incomings@fh-muenster.de	www.fh-muenster.de/internationaloffice
TR ISTANBU07	International Office Tel.: +90.212 383 20 69 Email: incoming@yildiz.edu.tr	http://www.sgk.gov.tr/wps/portal/en?CSRT=15758577449206964749



4. Housing

The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

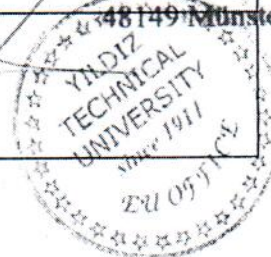
Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D MUNSTER 02	International Office Tel.: +49.251 83-64110 Email: incomings@fh- muenster.de	www.fh-muenster.de/internationaloffice
TR ISTANBU0 7	International Office Tel.: +90.212 383 20 69 Email: incoming@yildiz.edu.tr	http://www.bologna.yildiz.edu.tr/index.php?r=infoforstudents/accommodation

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ¹
D MUNSTER02	Prof. Dr.-Ing. Gerhard Schaper, Dean of the faculty	15.7.14	
TR ISTANBU07	Assoc.Prof.Dr. Bayram Ali Ersoy, Institutional Erasmus Coordinator)		

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University of Applied Sciences
Fachbereich Bauingenieurwesen
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48149 Münster



¹ Scanned signatures are accepted